



Overcoming Obstacles Self-Reflection Worksheet

Everyone has obstacles they need to overcome to pursue their career development goals. Having a process in place that incorporates honest reflection, goal setting and realistic actions can help you tackle the toughest of challenges. Follow these steps to help you overcome your obstacles. Remember, *you* are in control of *your* career.

- Identify your most challenging obstacle.
- Thoroughly assess your situation.
- Identify resources that can help you and design a plan of action to achieve your goals.
- Note the outcome of your actions, reassess and adjust as necessary.

Use the spaces below to gather your thoughts during each step in the process. Use additional worksheets to assess multiple obstacles.

1. Identify your most challenging obstacle. Take some time to conduct a thorough, honest, assessment of your situation, environment and self. This step is often the most difficult because it requires you to objectively examine all angles of the situation.

a) What is the source of the obstacle? (Ex. work environment, personal life)

b) How is it holding you back from moving forward with your career development goals?

c) What other factors are contributing to this obstacle? Write down factors that you may be able to change as well as situational factors you will need to work around.



2. Brainstorm to identify as many resources as you can to help overcome your obstacle, keeping in mind what you want to change.

a) What is your end goal?

b) What kind of help or support will you need to achieve this goal?

c) Who/what may be able to help you?

3. Once you have identified your goals and potential resources for overcoming the obstacle, the next step is to design a plan of action to achieve your goals.

a) What are some concrete first steps you can take to get started?

b) What will be your next steps and longer term actions? What milestones can you achieve along the way? When do you hope to achieve these milestones?

c) What outcome will you achieve when you overcome this obstacle? How will you know you have been successful?



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4. Note the outcome of your action, regardless of the results. Re-assess your situation, and adjust your plan and goals, if necessary, until you are satisfied with your results.
